



# Parks and Recreation Board

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REVISED

## Meeting Agenda

Monday, March 28, 2011 – 6:30 p.m.  
Wylie Municipal Complex – Council Chambers  
300 Country Club Road, Building 100  
Wylie, Texas 75098

Anne Hiney .....Chair  
Brandi Lafleur ..... Vice-Chair  
Dan Chesnut ..... Board Member  
Cristine Price ..... Board Member  
Gary Robas ..... Board Member  
Matt Rose ..... Board Member  
Jim Ward ..... Board Member  
  
Robert Diaz ..... Board Liaison  
Nancy Williams..... Board Secretary

*In accordance with Section 551.042 of the Texas Government Code, this agenda has been posted at the Wylie Municipal Complex, distributed to the appropriate news media, and posted on the City website: [www.wylietexas.gov](http://www.wylietexas.gov) within the required time frame. As a courtesy, the entire Agenda Packet has also been posted on the City of Wylie website: [www.wylietexas.gov](http://www.wylietexas.gov).*

*The Chairman and Board request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond to a page or to conduct a phone conversation. The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6022 or TD 972.516.6023.*

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### CALL TO ORDER

*Announce the presence of a Quorum.*

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### CITIZENS PARTICIPATION

*Residents may address Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes.*

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### BUSINESS ITEMS

1. Consider and act upon approving the Minutes from the February 28, 2011 meeting.
2. Consider and act upon approving the Minutes from the March 7, 2011 special meeting
3. Consider and act upon Dallas Showtime Boys Basketball vendor registration to sell food items at Community Park to fundraise for their team's trip to Las Vegas.

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### DISCUSSION ITEMS

4. Report on changes in Wylie Recreation Center policies and procedures.
5. Discuss Wylie Youth Soccer Association's concerns regarding large dogs in park areas.
6. Update Park Board regarding Council direction from the March 22<sup>nd</sup> meeting regarding the use of the multipurpose athletic fields at Founders Park and Community Park.

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### ADJOURNMENT

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### CERTIFICATION

*I certify that this Notice of Meeting was posted on this 25th day of March 2011 at 5:00 p.m. as required by law in accordance with Section 551.042 of the Texas Government Code and that the appropriate news media was contacted. As a courtesy, this agenda is also posted on the City of Wylie website: [www.wylietexas.gov](http://www.wylietexas.gov).*

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**Carole Ehrlich, City Secretary**

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**Date Notice Removed**



# Parks and Recreation Board

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## Meeting Minutes

**Monday, February 28, 2011 – 6:30 p.m.**  
Wylie Municipal Complex – Council Chambers  
300 Country Club Road, Building 100  
Wylie, Texas 75098

### CALL TO ORDER

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Announcing the presence of a Quorum, Chairwoman Anne Hiney called the meeting to order at 6:31 p.m.

Board Members present: Dan Chesnut\*, Cristine Price, Gary Robas and Matt Rose, Jim Ward and Brandi Lafleur

Staff members present: Public Services Director, Mike Sferra, Robert Diaz, Board Liaison and Park Board Secretary, Nancy Williams.

### CITIZENS PARTICIPATION

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Deadra Marsh-Foy, 1406 Scottsdale Dr., Wylie, addressed the Board regarding recent experiences at the new Recreation Center. She loves playing basketball and interacting with her friends and family. However she was displeased with the fact she was told she was not allowed to use the aerobics classroom to stretch. She offered three suggestions:

1. Members should be allowed to use the aerobics room and equipment when classes are not scheduled and the room is not in use.
2. Every new member should receive a tour of the facility and the rules should be explained.
3. Staff should be better trained to answer questions from the public and accept suggestions that would be forwarded to the director or superintendent.

### BUSINESS ITEMS

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**1. Consider and act upon approving the Minutes from the January 24, 2011 meeting.**

**Board Action**

Board Member Robas made a motion, seconded by Board Member Rose to approve the minutes from the January 24, 2010 meeting. A vote was taken and passed at 7-0.

**2. Consider and act upon recommending the art locations and attributes at the Community Park project.**

**Board Discussion**

Board Liaison Diaz exhibited a drawing of the park with five possible art locations indicated as 1-5, placed in areas marked for landscaping. *Discussion with the Board continued with Chris Seely, TNP.* Chair Hiney inquired as to the height of the Community Park entrance sign (12 feet) and distance from the entrance "ring" to front of concession stand (40 feet). Member Robas asked where the warm up area for the ball fields was (*none are designated in the plans but they are currently warming up in the outfield beyond the fences; there is an area 12 foot by 60 feet designated as 'Bull Pen' for use as warm up by one pitcher and one catcher, team slated to warm up beyond the outfields*) and expressed his concern that balls would be hitting the art. Chair Hiney queried as to the amount set aside for the art (\$14, 950 or 1% of the bond). Chair Hiney suggested area one was the most logical but was concerned with its proximity to the concession stand and suggested moving location 1 closer to the entrance from the parking lot, half way between the current location designated as "1" and the areas designated as "2" and "3". Various alternate art locations were discussed.

Member Ward suggested the theme be baseball. Chair Hiney noted that it made sense that the theme would be baseball, softball or tee ball since it would be placed at the entrance of the baseball quad. Member Price wondered if it could be placed at the entrance of the parking lot with a more inclusive theme. Chair Hiney inquired as to entrance signage location. Mr. Seely indicated the entrance signage was not included in the budget. Chair Hiney noted that the walls at the entrance of the baseball quad would allow for a bit of protection for the art. Member Price requested that an option be provided to the Art Council that if the art would incorporate the Community Park name it would remove the need for other signage and allow use of those monies elsewhere.



# Parks and Recreation Board

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## SPECIAL MEETING

### Minutes

**Monday, March 7, 2011 – 6:30 p.m.**  
**Wylie Municipal Complex – Council Chambers**  
**300 Country Club Road, Building 100**  
**Wylie, Texas 75098**

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#### CALL TO ORDER

Announcing the presence of a Quorum, Chairwoman Anne Hiney called the meeting to order at 6:32 p.m.

Board Members present: Dan Chesnut, Cristine Price, Gary Robas and Matt Rose, and Brandi Lafleur.  
Absent: Jim Ward

Staff members present: Public Services Director, Mike Sferra, Robert Diaz, Board Liaison and Park Board Secretary, Nancy Williams.

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#### CITIZENS PARTICIPATION

No citizens addressed the Board.

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#### BUSINESS ITEMS

- 1. Consider and act upon Jeanette's Dancers Relay for Life Team vendor registration to sell crafts and baked goods at the Bart Peddicord Community Center to fundraise for their team.**

##### **Board Action**

Board Member Price made a motion, seconded by Board Member Rose, to approve recommendation of the fundraiser of Jeanette's Dancers Relay for Life Team at the Bart Peddicord Community Center to the City Council for approval. A vote was taken and the motion carried 6-0; Board Member Ward being absent.

- 1. Consider and act upon a recommendation to the City Council regarding the building of the Community Park Project.** *Presentation was made by Chris Seely, Project Manager with Teague, Nall and Perkins, Inc., 12160 N. Abrams Rd., Suite 508, Dallas, TX 75243.*

##### **Board Discussion**

Mr. Seely presented his summary of the base bid package. Upon recommendation of the Parks and Recreation Board, the configuration of that package and which items are selected as add alternates will go before the City Council for approval prior to posting out for bids. Timeline target dates are: March 22, 2011 Council Meeting for approval of the base bid items, April 25, 2011 Park and Recreation Board to review and make priority recommendations and contractor selection recommendations to City Council. At the meeting May 10, 2011 the City Council will act on recommendations and approve selection of contractor. If all items remain on schedule construction will begin around June, 2011 and wrap up around March, 2012.

Chairwoman Hiney called for any the members of the local ball associations to address the Board if they had any comments or questions.

- a. Stacy Price (1805 Country Walk Lane, Wylie), President of the Wylie Football League, suggested the Board move the football practices to Founders Park, once complete, and to focus their attention on the baseball and softball leagues at Community Park.
- b. Lance Wallace (100 Mahonia Dr, Wylie), President of the Wylie Baseball, said that they would be happy if the women's restrooms had doors on the stalls instead of curtains like the current facilities.

- c. Darin Reeves (1603 Kennedy Dr., Wylie), Vice-President of the Wylie Football League concurred with Mr. Price suggesting that the football leagues move to Founders.

**Board Action**

Board Member Robas made a motion, seconded by Board Member Lafleur to approve recommendation of the Community Park base bid as presented, with the exception of listing concession stand options as A, B and C. A vote was taken and the motion carried 6-0; Board Member Ward being absent.

**ADJOURNMENT**

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A motion to adjourn was made by Board Member Chesnut, seconded by Board Member Rose. The meeting was adjourned at 7:33 p.m. by unanimous consent.

**ATTEST:**

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**Nancy Williams, Park Board Secretary**

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**Anne Hiney, Chair**

**Board Action**

Board Member Robas made a motion, seconded by Board Member Ward to recommend to the Arts Council that the locations considered for art placement are marked as areas "4" and "5" in a raised area possibly including seating areas in the front or alternatively the area marked as "1" relocated more toward the parking lot with the theme as "baseball park". A vote was taken and passed at 7-0.

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**DISCUSSION ITEMS****3. Discuss Wylie Recreation Center.****Board Discussion**

Chair Hiney invited anyone from the public to come and speak on the Recreation Center. Having no citizens speak, Chair Hiney shared her own personal experiences with the Board; very enjoyable with her whole family. She has also received positive feedback from others with a couple of items being mentioned to her. One being that the 6-12 age group had few activities to keep their attention for very long and that the staff should be more pro-active in their approach to members using the equipment; perhaps conduct a new member orientation to help members learn proper use of the equipment. Staff should be educated to spot improper use of the equipment to be able to instruct in the proper use.

Member Chesnut observed that there was no daycare on the weekends. Member Price inquired if there was someone dedicated to observe the aerobics room so members could use it when it's not being used for classroom activities. Liaison Diaz thanked the Board for their comments and indicated that they would be passed on to Recreation staff.

Chair Hiney inquired as to when the new classes would begin registration. Liaison Diaz responded that registration would begin March 1 but the classes would not start until April. Member Ward asked if they would be putting out a catalog of classes. Liaison Diaz responded that the focus would be on an online catalog and promotion with flyers up in the Rec Center and inserts into the water bills due to the big expense of printing and distributing a hard copy catalog.

Member Robas asked if there was a suggestion box in the Recreation Center. Liaison Diaz said currently there is an online suggestion form but at the center if there are suggestions or problems that they speak with staff. Chair Hiney requested staff wipe mats upstairs down as a matter of routine; Mr. Diaz commented that that is currently part of the cleaning routine for staff. He would mention the request to staff.

Member Price asked why the aerobics room was off limits per Ms. Marsh's comments. Mr. Diaz explained the rules of the Rec Center were that classrooms and equipment were for use during class time only and that Ms. Marsh was emailed explaining the rules. Just about all things available in the room are also upstairs to use and/or she could participate in a class or rent a room. Member Lafleur said we should provide customer service to the women that wanted to not be in the general workout area. Mr. Diaz stated that use would have to revolve around class schedule and it was a safety issue for her to be in there alone. He said they could look into putting up portable partitions upstairs to afford more privacy when classes begin.

Member Price asked if we could purchase games to entertain the 6-12 year old members. Mr. Diaz related that most similar facilities are phasing out the game rooms they have due to lack of use and/or misuse and abuse of equipment. Mr. Diaz suggested that the ping pong and foosball tables might be placed into a monitored room and used as a program element. He said he would follow up and get back with the board on how that could be done. He also mentioned once the library opens there will also be "passive" space available, the Rec Center is the "active" space.

Chair Hiney commented to Councilman Jones that the Recreation Center dress code is part of the rules and regulations and as such will be enforced; specifically underwear not being exposed.

Member Price mentioned the various emails on the Family Packet price and wondered if we could do more price breaks for larger families. Member Lafleur suggested we wait and see how it plays out. Member Robas stated the fees were decided upon long ago and that time should pass before any changes have been made.

**4. Discuss Neighborhood Parks Master Plan concept by Teague, Nall and Perkins, Inc. Presentation by Chris Seely, Project Manager with Teague, Nall and Perkins, Inc.**

**Board Discussion**

Chris Seely and Matt Atkins of Teague, Nall and Perkins, Inc. gave an abbreviated PowerPoint version of the presentation they had given to City Council showing some of their Neighborhood Parks Master Plan concept plans.

**5. Discuss progress of Community Park project. Presentation by Chris Seely, Project Manager with Teague, Nall and Perkins, Inc.**

Chris Seely of Teague, Nall and Perkins, Inc. reviewed the Community Park Project with an accompanying PowerPoint presentation. Available budget out of the 2005 Bond Program is \$1.495 million plus Collin County Grant for \$267,500 for trails and additional restroom minus the design fees leaves \$1.467 not including any remaining funds from Founders Park project, any grants or donations. Total estimated cost of the Master Plan is \$2.7 million; cost estimates are based on the estimates provided by an experienced general contractor. As the project gets closer there will be more realistic numbers; typically estimates are on the high end. Knowing there were not enough funds to complete all the items on the Master Plan TNP went back to the top priorities identified at the stakeholder's meetings.

1. Baseball field renovations-\$821,000—Minimum base bid \$186,200
2. Parking (156 new spaces)-\$298,000—Base bid as an add alternate \$138,350 (131 spaces)
3. Trail Improvements-\$183,500 (\$202,000 set aside for trail improvements)—from Collin County Grant
4. Field Lighting -\$575,000; Infield only-\$300,000 — Base bid package as add alternate. Minimum Base Bid includes \$50,000 for light bases, conduit and re-wiring
5. Concession Stand Improvements-\$334,000 – Minimum base bid package as add alternate
6. Plaza Improvements - \$27,940 – Base bid package as add alternate
7. Additional Baseball Field Improvements
  - a. Cooper Field Improvements - \$46, 860 – Base bid package as add alternate
  - b. General Baseball Field Improvements (bleachers) - \$80,000 – Base bid package as add alternate
8. Football Improvements - \$60,000 – Base bid package as add alternate

**Board Discussion**

Member Price wanted to make sure the Press Box was included on the add alternates. Chair Hiney asked staff if the base bid was what was absolutely necessary according to the Master Plan. Mr. Diaz assured the Chair that was the case. Member Robas asked if asphalt would lessen the price on the parking. Mr. Seely informed him that concrete was required per the City. Member Rose asked Mr. Diaz what the future looked like for Community Park. He asked if the parking priority could change if Football were to move elsewhere. Mr. Diaz commented that at least for the next couple of years the use at Community Park would be the same as it is. There were no plans to move Football to other fields. Things might need to be adjusted for the construction, but that the current design is what Council has directed; the plans are geared toward Football remaining at Community Park.

Chair Hiney noted that with the current base bid there was no way to build the concession stand short of finding \$300,000 more dollars. Member Robas suggested the bid include a modular concession stand. Mr. Seely indicated that was possible but it would still be an add alternate item. It was also noted that the utilities would be placed in the location for the concession stand per the base bid whether or not it is built at the present time.

Mr. Seely requested approval to place the request to go out to bid on the first available Council agenda and wanted to make sure the bid list met with the Board's approval. Member Chesnut questioned the point of going out to bid with no concession stand or restrooms in the base bid. The biggest complaints of the community are the restroom/concession stand issues. Member Robas asked if the budget would be met if the fields were not improved and a concession stand/restroom were built. Mr. Seely said that was correct, however, he then illustrated the current drainage issues for all the fields. It was also noted without the improvements the concession stand could not be any larger. The add alternate bid items are designed to be a menu list that can be prioritized after the bids come in.

Member Chesnut related in the earlier meetings the biggest complaints were the parking and concession/restrooms. Chair Hiney asked if it were possible to leave the fields in their current locations and just fix the drainage. Mr. Seely noted in the affirmative to a degree but there would then be additional issues. Member Chesnut asked if just sodding would improve the current fields. Mr. Seely advised that drainage would still need to be addressed and that the sod would then have to be irrigated.

Member Ward indicated infield lighting and concession stand were paramount to add as soon as feasible. Mr. Atkins of TNP indicated any changes in design will delay the project to prohibit construction commencement this

year thus making the available funds stretched even thinner.

Member Price voiced her agreement with Member Chesnut and suggested the possibility of not moving the current fences and putting those saved funds toward and adding a bleacher cover and the concession stand. Mr. Seely stressed that actual costs of each element won't be known until the base bids come in. Member Rose expressed that adding parking spaces without making playable fields was counterproductive. It was requested that a Special Meeting be set after Teague, Nall and Perkins, Inc. adjusts the base bid items prior to sending to Council.

Lance Wallace, 100 Mahonia Drive, Wylie, President of Wylie Baseball was asked to address the Board. Mr. Wallace stated the number one priority for baseball was the lights; without the lights the program is seriously impacted; no lights would kill the program by not allowing weekday play. Although parking has been a problem, they were able to work it out with the Wylie Football League to make it have less of an impact. There are very few complaints about the parking now. He said if the fields were not reconditioned, however, there's no point in putting in new lights because there are lights now, but they have to be moved when they recondition. The association is also trying to raise money to help with add alternate items. Member Price indicated that football's number one issue was parking but with the implementation of the ropes and t-posts to control parking it hasn't been a problem. Mr. Seely suggested putting the lighting into the base bid and putting parking into the add alternate section. The difference in cost is approximately \$30,000 which could be put toward a modular concession stand.

A Special Meeting will be set for Monday, March 7, 2011, 6:30 pm in the Council Chambers.

## ADJOURNMENT

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A motion to adjourn was made by Board Member Ward and seconded by Board Member Robas. The meeting was adjourned at 9:32 p.m. by unanimous consent.

## ATTEST:

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**Nancy Williams, Park Board Secretary**

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**Anne Hiney, Chair**





PARKS AND RECREATION  
300 Country Club , Building 100, Wylie, TX 75098  
972.516.6340

## VENDOR REGISTRATION

### Group, Organization, Individual, etc.

#### Name

Dallas Shari+Vince BOYS Basketball

#### Address

1600 Rushing Way

#### City/State/Zip

WYLIE TX 75098

#### Contact Person Name

Leticia Maciel

#### Address

1600 Rushing Way

#### City/State/Zip

WYLIE TX 75098

#### Emergency Contact Name

Karin Maciel

#### Address

1600 Rushing Way

#### City/State/Zip

WYLIE TX 75098

#### Phone Number

972-830-2073

#### Alternate Phone Number

214-299-9280

#### E-mail

nickiahecia@yahoo.com

#### Phone Number

972-830-2073

#### Alternate Phone Number

214-299-9280

#### E-mail

nickiahecia@yahoo.com

#### Phone Number

214-908-6274

#### Alternate Phone Number

214-299-9280

#### E-mail

l.hhector

### Event Information

#### Event Name

Dallas Shari+Vince Fund Raiser

#### Type of Event

FUND RAISER

#### Location

COMMUNITY PARK

#### Number of Individuals Vending Items

11 BOYS

#### Anticipated Number in Attendance

11

#### Specific Items to be Sold

Hot Dogs, Water, Soda, Chips, Pickles, Motorcade and Salsage on stick

#### Purpose of Event

TO RAISE MONEY FOR OUR TRIP TO LOS ANGELES

#### Date(s)

MAY 2 / MAY 22 / JUNE 19 / JUNE 30 2008

#### Start Time

3pm

#### End Time

6pm

#### Event Target Audience

#### NOTE:

The City of Wylie has an exclusive contract that allows the sale of only Pepsi products within all park, recreation, community center facilities and other facilities. If food is prepared on-site or off-site and brought to the location to be sold, the vendor must contact the City Inspections Office (972.516.6420) in order to obtain a Health Permit prior to the sale of such products. An Inspector must examine the food preparation and food storage equipment to assure the health and safety of customers.

Section 78-105 of the City Code of Ordinances states: It shall be unlawful for any person to solicit for sale, vend, peddle, sell or offer to sell any cold drinks, cigars, tobaccos, cigarettes, fruits, candies, goods, wares or merchandise of any kind or nature whatsoever within the city park or recreation or community center facility; provided, however, that this section shall not apply to any person, organizations, firms or corporations, or the agents of any person, or organization, firm or corporation, or employees of any person who are recommended by the parks and recreation board and approved by the city council to operate a concession or concessions for the sale of specified goods, or wares and merchandise within the city park or recreation or community center facilities of the city.





# Parks and Recreation Board

## AGENDA REPORT

**Meeting Date:** March 28, 2011  
**Division:** Parks and Recreation  
**Prepared By:** Mike Sferra  
**Date Prepared:** March 25, 2011

**Item Number:** 4  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \$ \_\_\_\_\_  
**Exhibits:** \_\_\_\_\_

### Subject

Discussion Item - Report on changes in Wylie Recreation Center policies and procedures.

### Recommendation

N/A

### Discussion

Since the Recreation Center opened on February 1, 2011, staff has received input and suggestions from the public and Park Board members regarding facility policies and procedures. In an effort to be responsive to the public, staff has implemented several changes at the facility. These changes involve a revision of the Child Care hours, parental supervision of children, and the dress code, to name a few.

Staff will brief the Park Board on these policy revisions and will be receptive to feedback.

### Approved By

|                            | <i>Initial</i> | <i>Date</i>           |
|----------------------------|----------------|-----------------------|
| <b>Department Director</b> | <u>MS</u>      | <u>March 25, 2011</u> |
| <b>City Manager</b>        | _____          | _____                 |



# Parks and Recreation Board

## AGENDA REPORT

**Meeting Date:** March 28, 2011  
**Division:** Parks and Recreation  
**Prepared By:** Mike Sferra  
**Date Prepared:** March 25, 2011

**Item Number:** 5  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \$ \_\_\_\_\_  
**Exhibits:** \_\_\_\_\_

### Subject

Discussion Item - Discuss Wylie Youth Soccer Association's concerns regarding large dogs in park areas.

### Recommendation

N/A

### Discussion

Staff has received calls from Wylie Youth Soccer Association members regarding the presence of large dogs, with their owners and on leashes, in the vicinity of the athletic fields during soccer activities. The concern raised by the Association members is that the younger players are sometimes frightened by the large dogs.

For reference, Section 78-110 of the Code of Ordinances allows dogs to be in the parks "when led by a static cord or chain not more than ten feet long or a retractable cord not more than 15 feet long, except in designated areas."

### Approved By

|                            | <i>Initial</i> | <i>Date</i>           |
|----------------------------|----------------|-----------------------|
| <b>Department Director</b> | <u>MS</u>      | <u>March 25, 2011</u> |
| <b>City Manager</b>        | _____          | _____                 |



# Parks and Recreation Board

## AGENDA REPORT

**Meeting Date:** March 28, 2011  
**Division:** Parks and Recreation  
**Prepared By:** Mike Sferra  
**Date Prepared:** March 25, 2011

**Item Number:** 6  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \$ \_\_\_\_\_  
**Exhibits:** \_\_\_\_\_

### Subject

An update to Park Board regarding Council direction from the March 22<sup>nd</sup> meeting regarding the use of the multipurpose athletic fields at Founders Park and Community Park.

### Recommendation

N/A

### Discussion

At the March 22, 2011 City Council meeting, staff received citizen input regarding the multipurpose athletic fields and Founders Park and Community Park. Council provided direction to staff to meet collectively with the various athletic leagues so that the needs of the stakeholders can be accommodated as best as possible.

### Approved By

|                            | <i>Initial</i> | <i>Date</i>           |
|----------------------------|----------------|-----------------------|
| <b>Department Director</b> | <u>MS</u>      | <u>March 25, 2011</u> |
| <b>City Manager</b>        | _____          | _____                 |